

**Regular Council Meeting Minutes
February 8, 2023**

The regular meeting of the Arlington City Council was held on February 8, 2023 in the Council Chambers of the Municipal Building and via telephone conference.

Presiding: Mayor Jeffery Bufton.

Council Present: Denise Ball, Marshall Swope, Matthew Irby, Jerry Hanan, Kayla Rayburn and Mark Davidson.

Council Absent: None.

Staff Present: Recorder Kari Hayter, Public Works Superintendent Shanna Gronquist, City Engineer Brad Baird and Attorney Ruben Cleaveland.

Guests: Jed Crowther, Rita Maciak, Leah Shannon, Chris Jackson, Pat Shannon and Julius Courtney.

Call to Order: Mayor Bufton called the meeting to order at 6:30 p.m.

Pledge of Allegiance Recited

1. PUBLIC COMMENT

Jed Crowther, Port of Arlington: Jed stated the Port Strategic Business Plan Work Session is February 13th at 4:30 p.m. The Work Session is open to all Port partners and community members.

2. CONSENT AGENDA - Consent agenda consisted of the following items:

- a. Approval of Minutes - Regular Meeting January 11, 2023.
- b. Approval of bills as listed.

Councilor Irby motioned to approve the consent agenda and the bills as listed, motion seconded by Councilor Hanan. Motion passed unanimously.

3. SHERIFF GARY BETTENCOURT, GOLF FUNDRAISER – Sheriff Bettencourt stated Deputy Walker would like to have a Fundraiser for Orion Brown on Saturday, June 17, 2023 at the golf course. They would like the course for the entire day. Mayor Bufton asked who will be running the tournament. Sheriff Bettencourt stated the Deputies as much as possible; Taylor Grubaugh has volunteered her time. Deputy Walker stated they are still working on all the details. **The consensus of the Council was to approve the donation of China Creek Golf Course on June 17, 2023 for the Orion Brown fundraiser.**

4. COUNCIL ACTION

- a. Krebs Livestock Grazing Lease: Attorney Cleaveland stated given the City's expressed interest in keeping property options open, the Council may want to revise item #4 to be a 30 day written notice to the other party. The lease will need to define the grazing season in the event of cancellation to allow for a correct pro-rated rent refund. **The consensus of the Council was for Attorney Cleaveland to modify the terms of the lease and speak with Krebs Livestock, LLC to define the grazing season.**
- b. Budget Calendar: Councilor Davidson stated he will be unable to attend the March Workshop. He would like to get City vehicles on a rotation schedule; he has successfully rotated school vehicles. We would

purchase at the State contract price, drive for 10,000 miles and sell with zero maintenance costs. Mayor Bufton stated we can look into that. **The consensus of the Council was to approve the budget calendar.**

- c. Increase Bank of Eastern Oregon VISA Limits: Recorder Hayter stated due to a recent VISA purchase it has come to our attention the VISA spending and credit limits could be increased.

Councilor Davidson motioned to increase the VISA credit and spending limits to \$20,000.00, motion seconded by Councilor Ball. Motion passed unanimously.

Councilor Ball motioned to authorize Mayor Bufton to increase the VISA credit and spending limits on a temporary basis as necessary, motion seconded by Councilor Swope. Motion passed unanimously.

5. **BRAD BAIRD, ANDERSON PERRY & ASSOCIATES** – Engineer Baird stated I’m having a difficult time scheduling the engineer for the WasteWater Facilities Plan (WWFP) meeting; we need to postpone the work session. The Design Engineer can tour the facility February 22nd. We will need a few weeks to pull everything together. The WWFP meeting was rescheduled to Wednesday, March 22 at 6:00 p.m.

6. **COUNCILOR REPORTS**

- Councilor Davidson – There is a tipped over fire hydrant located on personal property at 475 Shane. Do we want to pursue them to fix the fire hydrant? The easiest way to handle this is through the State Fire Marshall. **The consensus of the Council was for Councilor Davidson to contact the State Fire Marshall.**
- Councilor Rayburn – I attended the Brookfield town hall community outreach meeting. They are willing to give back to our communities. They are willing to support schools in STEM education.
- Councilor Hanan – No report.
- Councilor Irby – The Park basketball hoops have been delivered and are currently stored at the school.
- Councilor Swope – I did some research on the Airport beacon. We need to know how the beacon is fastened to the tower; it’s hard to say what can be put up there. Attorney Cleaveland stated after so many years of use, there is an implied easement. Engineer Baird stated a drone can be flown up to look at the top. Leah Shannon stated there’s a WM employee who operates drones. Mayor Bufton stated he will reach out to the employee.
- Councilor Ball – No report.
- Public Works Superintendent Gronquist – We received an offer in the amount of \$1,500 for the loader dozer. Councilor Ball stated can we republish the dozer at a lower minimum bid. Recorder Hayter stated the equipment was surplus with a minimum bid of \$10,000; we didn’t receive any bids. Councilor Davidson stated it might be easier to sell if it runs; a cracked head is \$1,000 and a day’s labor. Does the value warrant fixing it? A discussion was had about how to sell the loader. **The consensus of the Council was for Councilor Davidson and Councilor Swope to look at the loader and then repost for sale at a new minimum bid.** Superintendent Gronquist stated we are working on getting the cop shop repairs finished.
- Attorney Cleaveland – Regarding the Caudill matter, I received the signed order of dismissal from LUBA. The Waiver of Remonstrance will be done by Planner Fatland once the planning is approved.
- Recorder Kari Hayter – The year-end reports are done. Ethics filings will open March 15th.
- Mayor Bufton – I received a letter from Steve Alan of the Times Journal. The letter stated Steve has had trouble making it to our meetings and wanted to inform the Council of State House Bill 2560 regarding access to public meetings. The public currently has access via conference phone. See attached letter. Mayor Bufton stated we met a few weeks ago with Mark Seder; his proposal was given to the Council for review. Please give your feedback to Kari to pass along to Mark Seder.

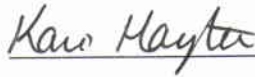
Executive Session opened at 7:34 p.m. pursuant to ORS 192.660(2)(e): To conduct deliberations with persons designated by the Governing body to negotiate real property transactions.

Executive session closed at 8:37 p.m.

Regular meeting closed at 8:38 p.m.



Jeffery Bufton, Mayor



Kari Hayter, City Recorder